

Dharma Drum Institute of Liberal Arts Audit Regulations for Auditing Implementations

Adopted at the 2nd Teaching and Research Meeting on May 9, 2007

Amendment adopted at the 1st Teaching and Research Meeting on August 20, 2008

Amendment adopted at the 2nd Teaching and Research Meeting on September 24, 2008

Amendment adopted at the 3rd Teaching and Research Meeting on October 15, 2008

Amendment adopted at the 3rd Teaching and Research Meeting on October 26, 2011

Amendment adopted at the 4th Teaching and Research Meeting on March 25, 2015

Amendment adopted at the 3rd Teaching and Research Meeting on March 23, 2016

Article 1 In order to take into account the rights and interests of students, the Dharma Drum Institute of Liberal Arts (hereinafter “the Institute”) has established these Regulations for Auditing Implementations (hereinafter “these Regulations”).

Article 2 Those who meet any of the following conditions may apply to audit the courses of the Institute:

1. Full-time students, and students who have graduated from or completed courses at the Institute.
2. Full-time and part-time administrative staff, contract employees, part-time workers and full-time volunteers of the Institute who have served for more than three months.
3. Full-time students and students who have graduated from or completed courses at Chung-Hwa Institute of Buddhist Studies.
4. Masters of the Dharma Drum Mountain Sangha, as recommended by the supervisor of his/her unit.
5. Graduate students studying at other universities.
6. Visiting Scholars (Participants) at the Institute.
7. Priority for auditing applications is given to individuals who meet any of the six aforementioned qualifications. Others may also participate in auditing with the approval of the course instructor and the relevant teaching unit.

Article 3 Students of the Institute shall not be allowed to take more than four courses in a semester, and students of the Sangha, the Institute and the Institute of Chinese Buddhist Studies shall not take more than two courses in a semester. Some working hours are not included in the salary of employees who observe during working hours. Students of the Institute may audit up to four courses per semester. Members of the Sangha, graduates of the Institute, or the Chung-Hwa Institute of Buddhist Studies may audit up to two courses per semester. Full-time or part-time staff may audit only one course per semester. Part-time staff auditing courses during working hours will not receive compensation for those hours.

Article 4 Auditing applicants must complete the application process by the add/drop

deadline each semester and obtain the approval of the course instructor to be eligible to audit. However, enrolled students of the Institute may submit a request to audit after the add/drop deadline and before the midterm exam period, subject to the approval of the course instructor and department supervisor.

Article 5 The number of auditing students in each class must not exceed the seating capacity of the classroom.

Article 6 Seating priority in the classroom is given to officially enrolled students.

Article 7 Auditing students must adhere to classroom rules and the requirements set by the course instructor. Failure to comply may result in the cancellation of their auditing privileges by the instructor.

Article 8 The class attendance through auditing shall not be included in his/her grades or course records.

Article 9 These Regulations shall be adopted at the Teaching and Research Meeting, and promulgated for implementation after being approved by the President; the same shall apply to any amendment thereto.